



February 1, 2017

KANSAS BULLETIN NO. KS230-17-1

SUBJECT: EOP—Equal Opportunity and Reasonable Accommodation Training for Supervisors

Purpose: Announce required Equal Employment Opportunity (EEO) and Reasonable Accommodation (RA) training for all NRCS management and supervisory personnel.

Expiration Date: September 30, 2018

Per National Bulletin 230-17-3, EEO and RA training is being provided to supervisory personnel to:

- Improve quality decision making by applying sound EEO principles when dealing with personnel issues, and
- Improving knowledge and application of handling harassment allegations and requests for reasonable accommodation.

Two trainings will be held in Salina, Kansas, at the NRCS Conference Center, 747 Duvall, for designated personnel on March 27-28, 2017 and March 29-30, 2017. The training will start at 10:00AM the first day and 8:00AM the second day. The class will conclude at noon the second day.

The course will be assigned by the state office based on the attached list. Attendees should work with their travel preparer, if travel is needed. Travel will be charged to accounting code 1718COTAT20000SI0000.

Contact: Please route questions through appropriate channels to Gaye L. Benfer, Assistant State Conservationist for Management and Strategy, at gaye.benfer@ks.usda.gov, or 785-823-4508.

(signed)

ERIC B. BANKS
State Conservationist

Attachment

DIST: O, S

Natural Resources Conservation Service
760 South Broadway Boulevard
Salina, Kansas 67401-4604

Phone: 785-823-4500
FAX: 855-533-5070
www.ks.nrcs.usda.gov

Helping People Help the Land

USDA is an equal opportunity provider, employer, and lender.